**SUBJECT: PIGGYBACK STATE CONTRACT 600-760-11-1 MAIL PROCESSING EQUIPMENT**

**BID #: PXF-0421-13** **OPEN DATE: 12/11/2012**

**GENERAL GOVERNMENT AWARDS COMMITTEE**

**KIND AND BASIS OF CONTRACT: ONE-TIME PURCHASE - LEASE**

**AGENCY: PROCUREMENT DIVISION**

**BASIS OF AWARD: PIGGYBACK STATE CONTRACT #600-760-11-1**

**NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )**

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**
Recommend approval to amend award dated 3/7/14 to align the lease end date to June 30, 2018 as specified by Neopost dba Modular Mailing. The total requested expenditure for this period will be $732.00 per month, for a total expenditure of $5,124.00. The revised total award not-to-exceed is $48,279.00.

Funding for this award to be encumbered by AFPS521PUCCM-05216. To be executed by formal contract (#9818) amendment through the Office of General Counsel.

**ATTACHMENTS:** Recommendation Memo; Vendor Letter; Previous Awards

**ANALYST:** Christine Wenyate for CHELSEY FLEMING **RESPECTFULLY SUBMITTED** _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

**CONCURRENCE BY:** Greg Pease, Chief of Procurement Division

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**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)**
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

**ACTION OF AWARDING AUTHORITY** DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

TO: Gregory Pease, Chief, Procurement Division

FROM: Chrissy Nunziato, Asst., Manager of Purchasing Services

Chrissy Nunziato

DATE: December 5, 2017

**SUBJECT: Recommendation to amend PXF-0421-13 Piggyback State Contract 600-760-11-1 Mail Processing Equipment**

Procurement Division is requesting approval to amend award dated 3/7/14 to align the lease end date to June 30, 2018 as specified by Neopost dba Modular Mailing. The total requested expenditure for this period will be $732.00 per month, for a total expenditure of $5,124.00. The revised total award not-to-exceed is $48,279.00.Thank you for your assistance in this matter.

/cf

9700 Phillips Hwy
Jacksonville, FL 32256

NEOPOST
Send.Receive.Connect.

Chelsey Fleming
Purchasing Analyst
Procurement Division
City of Jacksonville

Chelsey,

This will confirm that your lease number N13041886A will expire June 30, 2018. The current payment amount is $732.00 per month and will continue at this pricing until lease expiration or unless this lease is terminated or traded earlier.

Thank you.

**Tom Oros** | North & Central Florida Sales Director | Neopost **South**-Florida | 407.616.7529

SUBJECT: **PIGGYBACK STATE CONTRACT 600-760-11-1 MAIL PROCESSING EQUIPMENT**

**BID# PXF-0421-13** OPEN DATE:

## GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
**ONE TIME PURCHASE - LEASE**

AGENCY: **PROCUREMENT**

BASIS OF AWARD: **PIGGYBACK STATE CONTRACT #600-760-11-1**

NUMBER OF BIDS INVITED 1 NUMBER RECEIVED 1 OTHER

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

Subject bid was approved to piggyback State Contract #600-760-11-1 to Modular Mailing to lease an IM6000 mail machine on 12/12/2012.

Recommend approval to amend award to add the G21MDWP software/hardware product to the mail processing machine located in the Central Mail Room. The additional cost is $51.00 per month for the service period beginning 4/1/2014 thru 12/1/2017. The current mail processor lease is $681.00 per month, with a total expenditure of $8,172.00. The new monthly lease will be $732.00 with a total expenditure of $8,784.00. Revised total award not-to-exceed is $43,155.00.

Funding source: OPPR521CCM - 04405, to be executed by formal contract amendment through the Office of General Counsel.

Attachment: Previous Award, Recommendation Memo, Current Contract Agreement and State Contract #600-760-11-1

BUYER: _____ RESPECTFULLY SUBMITTED: _____
MR **DANIEL PEARSON** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **Marlene Russell, Manager of Purchasing Services**

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**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)**
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 03/06/14
_____ OTHER: _____
_____
_____

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ACTION OF AWARDING AUTHORITY DATE: 3/7/14

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

**FORM GB-108, Revised 12/2007**

SUBJECT: **PIGGYBACK STATE CONTRACT 600-760-11-1 MAIL PROCESSING EQUIPMENT**

**BID# PXF-0421-13** OPEN DATE:

## GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
**ONE TIME PURCHASE**

AGENCY: **COPY CENTER**

BASIS OF AWARD: **PIGGYBACK STATE CONTRACT #600-760-11-1**

NUMBER OF BIDS INVITED 1 NUMBER RECEIVED 1 OTHER

**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

RECOMMEND APPROVAL OF AWARD TO PIGGYBACK STATE CONTRACT #600-760-11-1 TO MODULAR MAILING TO LEASE AN IM6000 MAIL MACHINE. ESTIMATED AMOUNT OF EXPENDITURE IS $40,860.00.

FUNDING SOURCE: OPPR521CCM - 04405

ATTACHMENTS: 1) RECOMMENDATION MEMO
2) STATE CONTRACT: 600-760-11-1

BUYER: SHERYL KURTZ RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **GREGORY PEASE, CHIEF, PROCUREMENT DIVISION**

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**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)**

ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING _____ DATE: 12/06/12

OTHER: _____

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ACTION OF AWARDING AUTHORITY DATE: 12/11/12

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Cleveland Ferguson, III
Deputy Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2012-17

FORM GB-108, Revised 12/2007